

**Town of Sunset Beach
Planning Board Meeting
April 3, 2014**

MINUTES

Members Present: Carol Santavicca, Chairwoman; Tom Vincenz, Vice-Chairman; Members Al Seibert, Noelle Kehrberg, Bob Tone, and Len Steiner

Members absent: Member Sybil Kesterson

Staff Present: Sandy Wood, UDO Administrator, Randy Walters, Building Inspector; and Lisa Anglin, Planning Board Secretary

Chairwoman Santavicca called the meeting to order and called for draft agenda amendments.

Consideration of Minutes for Approval

The Board reviewed the March 6, 2014 and March 20, 2014 minutes and made minor grammatical corrections.

MEMBER STEINER MADE A MOTION TO APPROVE THE MARCH 6, 2014 AND MARCH 20, 2014 MINUTES AS AMENDED. MEMBER KEHRBERG SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

UDO Administrator Report

Progress Reports for on-going Issues

Park – Sandy Wood advised that the contractor is working on Stage 1 and completion is scheduled for the end of May.

Roundabout - Sandy Wood advised that the roundabout crews have started construction and the project is slated to be finished in late June.

Consideration of a Motion to forward the UDO Amendment Schedule Draft 2 and the UDO Amendment Recommendations to the Council

MEMBER STEINER MADE A MOTION TO FORWARD THE UDO AMENDMENT SCHEDULE DRAFT 2 AND THE UDO AMENDMENT RECOMMENDATIONS TO THE COUNCIL FOR CONSIDERATION AND TO REQUEST PLACEMENT ON THE APRIL 15, 2014 COUNCIL WORK SESSION AGENDA FOR DISCUSSION BETWEEN THE TO BOARDS. MEMBER TONE SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY UNANIMOUS VOTE.

Staff Review of Changes to Flood Map and FEMA Regulations

Randy Walters advised that to flood maps are expected to be released in mid-to-late summer.

Other Reports

Town Council Meeting

Council meeting is scheduled for April 7, 2014.

Technical Review Committee

Sandy Wood advised that the Technical Review Committee will be meeting next week.

Old Business

CR-1 Review

Vice-Chairman Vincenz gave an overview of the CR-1 District, the permitted uses, special uses, CAMA permits and the permitting process. Chairwoman Santavicca advised that very few, if any, changes were made to the CR-1 District by the UDO Committee or the Planning Board prior to the UDO adoption. Sandy Wood advised that Staff is currently comparing the UDO version of CR-1 District to the prior CR-1 District and requested time to finish the review and report back to the Board.

Adaptation of Vision Plan into Overlay District

Sandy Wood suggested the Board hold a Retreat to begin the Overlay District discussions.

Items For Consideration

Noise Regulations

The Board is waiting for information from other jurisdictions concerning noise ordinances.

Pier Head Alignment

Staff is working with CAMA for permitting and then surveying work will begin when the Council funds the project.

Required Changes to UDO as to BOA

Sandy Wood advised that the Board of Adjustment applicants have been interviewed and the Council is expected to appoint the members during the April 7, 2014 meeting. Sandy Wood advised that the Board of Adjustment ordinances will be ready for review soon.

Subdivision Infrastructure Ordinances

Sandy Wood informed the Board that all a municipality can do to ensure that infrastructure is installed within a new community is to require an infrastructure bond from the developer. Sandy Wood advised that the Town ordinance needs to be amended to include water, sewer and electricity.

Height Measurement Method for Flood Plain

The Board continued the discussion concerning amending the method used to measure structure heights. Chairwoman Santavicca encouraged the members to observe the structure heights when visiting other communities.

New Business

None

Public Comments

Jan Harris 206 North Shore Drive – Commented on the CR-1 District, VE Zones and FEMA requirements, and showed aerial photos of the proposed west end development within the CR-1 District.

John Corbett 423 Sailfish Street – Commented on the CAMA dock application posted at the Palm Cove development for a community dock.

Hugh Munday, Real Estate Agent – Commented that the current height restriction is causing flat roofs and requested a change be made in the measurement method.

Sammy Varnam, Developer – Recommended the height measurement method be changed.

MEMBER SIEBERT MADE A MOTION TO ADJOURN THE APRIL 3, 2014 MEETING. MEMBER TONE SECONDED THE MOTION. CHAIRWOMAN SANTAVICCA CALLED FOR A VOTE AND THE MOTION CARRIED BY A UNANIMOUS VOTE.

Town of Sunset Beach
Planning Board

Carol Santavicca, Chairwoman

Submitted by:

Lisa Anglin, Planning Board Secretary

*The Planning Board approved the April 3, 2014 minutes during the May 1, 2014 meeting.